



AQUILA

MANAGEMENT

YACHT FOLIO

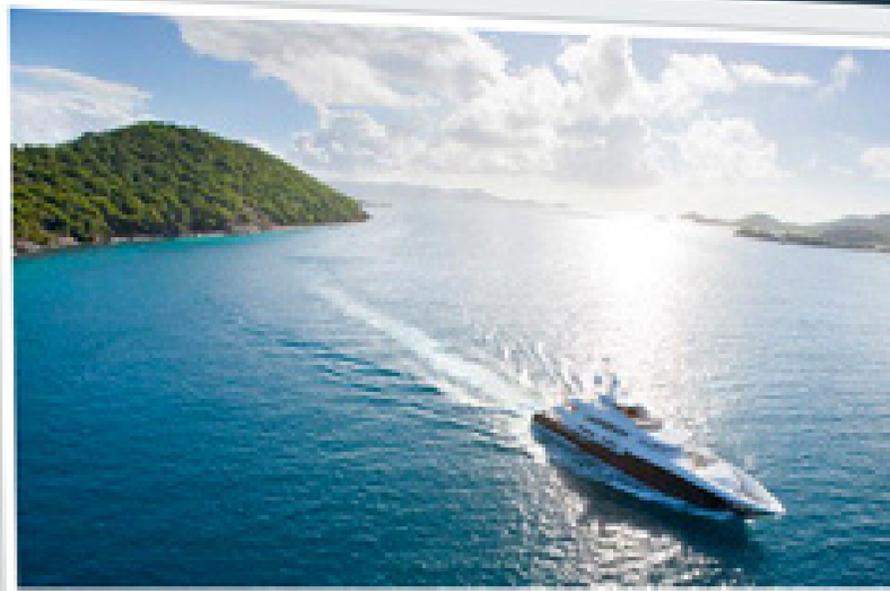
ABOUT YACHTFOLIO

CONDITIONS OF USE

FEES

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AQUILA
YACHTING

ACTUALITES
LOCATION
OCCASIONS
PLACES DE PORT
GESTION DE YACHT
CONTACT



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**As the manager of your yacht,
we offer you a complete and
tailored management program
so that you are free to enjoy
your yacht with complete
peace of mind.**

”

LE VERTIGE

DAY-TO-DAY OPERATION AND ADMINISTRATION

- Obtaining renewals and overseeing the expiry of Registers, Class or other entity certificates, according to the frequency and specifications of the yacht,
- Fluency and responsiveness with shipowners and / or their family offices,
- Constant and efficient contact with captains in the management of the works, berth reservations, tracking of the boat's movements, etc,
- Liaising with maritime affairs, customs, port authorities.



SPECIAL MANAGEMENT AND ADMINISTRATION

- Assistance in changing and / or setting up the flag register, with a comparative study of the different shipping registers, provisional budgets, advisability to set up a company, establishment of the articles of incorporation, obtention of VAT numbers, opening of a bank account,
- Assistance in changing the classification society, with a comparative study of the various technical prerequisites and provisional budgets,
- Advice on the purchase, registration, management and insurance of all toys, nautical unit, tender, vehicle

TECHNICAL MANAGEMENT

- Implementation of the Safety Management System,
 - Regular technical inspections on board and control with the captain of the refit work list,
 - Schedule and organization of refit plans,
 - Selection of shipyards and suppliers based on a comparative study of the quality/price/distance/duration ratio,
 - Monitoring of works and control of payment schedules with shipyards and suppliers,
 - Keeping of technical-accounting tables stating the work and payment progress until receipt of the final invoice,
 - Logistics, supply and monitoring of spare parts,
 - Organization, follow-up and supervision:
 - (a) of provisions required: diesel, food products, other provisions
 - (b) of the routine/general upkeep and maintenance of the Yacht,
 - (c) of the periodic inspections, safety standards, work required by classification societies and shipping registers
 - (d) study, implementation, renewal and extension of insurance policies and their endorsements according to changes affecting the yacht: damage insurance, hull and machinery, civil liability, P&I insurance, various extensions (cyclon/ hurricane, war and piracy risk, etc.).
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ACCOUNTING AND FINANCIAL MANAGEMENT

- Negotiation and comparative study of quotes for works/services/interventions,
- Control, management and payment/collection of quotes, invoices, credit notes, charter incomes, etc;
- Expenses and incomes verification from bank accounts, bank cards and petty cash,
- Management of bank accounts and account keeping on bookkeeping software of accounting ledgers (purchases and expenses ledgers, lettering, bank reconciliation, etc.)
- Provision of monthly, quarterly and annual detailed statements for credits and debits of the yacht and her crew,
- Collection, control, classification and archiving of supporting documents for all financial operations,
- Monthly supply of all financial supporting documents,
- Annual accounting balance and financial audits,
- Establishment of monthly, quarterly and annual forecast budgets.

CHARTER MANAGEMENT

- Centralization of charter files and shipowner incomes, fiscal verification of GPS position and exits from territorial waters,
- Verification of APA and charterer expenses including the refund of fuel consumption,
- Responsive payment of charter incomes to shipowners.

FISCAL MANAGEMENT

- Close collaboration with tax representatives from all countries,
- VAT payments and recoveries,
- Declaration and payment of charters VAT with supporting verification,
- Control and upholding of the Ex-VAT status of yachts and their accessories.



INSURANCES MANAGEMENT

- Assistance in changing and/or implementing insurance policies (H&M, P&I, Crew health), with comparative study of the various quotes,
- Management and follow-up of claims/accidents/illnesses dossiers (declarations, surveys follow-up, supervision of repairs and/or medical recoveries, indemnities and reimbursements, repatriation and substitutes, return of deductible)





LEGAL MANAGEMENT

- Legal assistance service with company jurist acting in preventive and/or curative action for any emergency or any dispute,
- Attendance in situ in contractual negotiations, (Agency, Shipyard, Law firm, etc.)
- Follow-up, study and/or establishment of all types of contracts, contractual clauses, insurance policies, letters of intent, sales agreements and various memorandums, charter agreements,
- Establishment and/or supervision of any deed of sale, endorsements/appendix and protocols of delivery.

CREW MANAGEMENT

- Recruitment of crew members, according to the Shipping Register and Classification Society requirements, with study of résumés, validity of certificates/diplomas/qualifications/experiences pre-employment interview(s),
- Monthly monitoring of paid leaves and effective working hours/compensation rest,
- Overseeing of the compliance with MLC 2006 regulations,
- Payment of wages and social/employer contributions in the relating jurisdiction,
- Advice assistance and coordination in the management of social disputes and legal proceedings and/or in the event of social bodies inspection,
- Organization of business trip, repatriation and assistance in obtaining visas and transit of seafarers.





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